

20th April 2020

Dear Parents / Carers,

We are delighted that you have chosen to send your child to Newport CE Primary School and we would like to take this opportunity to welcome you to our school community. I would also like to take this opportunity to introduce myself; my name is Donna Donovan and I am the Early Years and Key Stage 1 leader.

The main purpose of this letter is to give you all the information you will need in order for your child to have a smooth and happy transition into Reception. Given the current period of school closure our usual transition arrangements will be certainly need to be adapted, and probably adjusted as and when schools re-open.



So that we can communicate with you over the summer term about the transition arrangements we ask all parents of children joining us in September to **contact the school office on 522826 by 30th April** to provide all the necessary contact information, which will include;

- Home and mobile telephone details and
- An email address.

Our usual transition arrangements include:

- Staff visit to your child's nursery to talk to their key worker. (If pre-schools are still closed this will be via telephone.)
- Stay and play sessions in the reception base, so that the children and their parents become familiar with how the indoor and outdoor classrooms are set up and give you some examples of the kinds of activities we offer. (Dates for these will be set up once schools open.)
- Home visits are also offered, these provide a chance for you to ask any questions you may have and for us to find out some additional information to ensure we meet all of your child's needs. (These will be arranged once any restrictions are lifted or may take place over the phone)

We look forward to welcoming you to the Newport CE Primary School family

Mrs Donovan
EYFS & Key Stage 1 Leader

Executive Headteacher: Katherine Marshall **Head of School:** Kirsty Wallace